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WAR FOOD ADMINISTRATION
Food Distribution Administration
Washington 25, D. C.

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U.S. DEPARTMENT OF AGRICULTURE

August 23, 1943

DIRECTOR'S MEMORANDUM NO.61

Prior Fiscal Approval of New or Expanded Programs

Recently FDA has been called upon to undertake new or expanded programs in such fields as the procurement of food for the armed forces, lend-lease, and other wartime supply programs and for education for food conservation. Consequently, our financial resources, particularly administrative funds, have been subject to an increasing strain.

To insure more adequate coordination between the amount of funds available and the activities to be undertaken by FDA, all new or expanded programs and activities, including supplemental Section 32 programs, which require funds in addition to those currently available to the initiating branch, division, or regional office, shall be submitted to Mr. S. R. Newell, Assistant Deputy Director, for approval.

All agreements for the transfer of funds between branches of FDA or between FDA and other governmental agencies either within or without the Department will hereafter be cleared through Mr. Newell's office. No commitments shall be made for such transfers or reimbursements without prior approval.


Director

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